



Invitation to Bid

NOTE: Contractors are not authorized to visit the property before or after the bid walk, without being accompanied by the City's Rehabilitation Specialist.

Documents included in Package:

- 1) Instruction to Bidders
- 2) Specs by Location/Trade (Scope of Work)
- 3) Subcontractor Certifications (if applicable)
- 4) Floor Plan / Site Drawing (if applicable)

Bid Walk & Bid Opening:

Project Address: 2329 Thornton Rd.		SAFE HOME CHARLOTTE
Call project manager for full address		
Bid Walk: 5/31/18 at 11:00 am		
Bid Opening: 6/7/18 at 2:00 pm		
Client Name: Kenneth & Francedia Miller		Contact Number:
Project Manager: Chuck Hitsman		Contact Number: 704-336 3495

Bid Walk and Bidding Instructions:

All bid walks are mandatory.

If you are going to be late the policy is the following:

Contact me BEFORE the start time if you are going to be late. If you are going to be more than 10 minutes late, we will proceed without you and you will not be permitted to bid.

The day of a bid walk the best way to reach me is at Charles Hitsman(cell # 704-622 1685 or Amanda Woods 704 336 4114).

Bids must be received by the date, time and place specified. All others will be considered non responsive and disqualified.



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

The Bids will be opened at 600 East Trade St. immediately following the above due date and time.

Company Acknowledgement:

The undersigned, having become thoroughly familiar with the terms, conditions, limitations, and provisions of the housing improvement work to be performed at 2329 Thornton Rd. to be funded through the City of Charlotte Neighborhood & Business Services, in addition, having fully inspected the site in all particulars, hereby proposes and agrees to fully perform the work within the time stated and in strict accordance with the proposed contract documents including furnishing of any and all labor and materials, and to do all work required to complete said Work in accordance with the advised respective contractual, for the sum of money:

All labor, materials, services and equipment necessary for the completion of the Work shown on the Drawings and in the Specifications:

Dollars (\$ _____)

Written total

Specs Dated: 05/21/18 Number of Pages: 9

Addenda # 1 Dated: Number of Pages:

Addenda # 2 Dated: Number of Pages:

Contractor's Project Start Date: **(Do not use TBD)**

Contractors Project Completion Date: **(Do not use TBD)**

Please Print and Sign:

Company Name/Firm:

Authorized Representative Name:

Signature:

Date:



Requirements For Bidders

The City awards rehabilitation bids to the lowest responsive and responsible bidder. A responsible bidder for the safe home program is one who:

- 1) Is a licensed general contractor in the State of North Carolina;
- 2) Has an Renovate, Repair & Paint Certification (<http://www2.epa.gov/lead/renovation-repair-and-painting-program>);
- 3) Is not listed on a local, state or federal debarment list;
- 4) Carries an appropriate amounts of insurance;
- 5) Can provide references verifying the contractor has completed work of a similar scope in a good workmanship like manner or successfully completed prior work for the Safe Home program. Referenced work must have been completed in one year or less from date of this invitation to bid.

A responsive bidder must:

- 1) Submit all requested documentation on time;
- 2) Meet the above requirements for responsibility at the time of bid submittal;
- 3) Have the capacity to meet the required schedule for the project.
- 4) Existing rehab projects contracted by the contractor must be on schedule.

The City reserves the right to waive any minor informalities or irregularities, which do not go to the heart of the bid submittal or prejudice other offers, or to reject, for good and compelling reasons, any or all bid submittals.

Charles Hitsman
Rehabilitation Specialist
City of Charlotte
Neighborhood and Business Services
600 E. Trade St.
Charlotte, NC 29202
PH: (704) 336 3495
Fax: (704) 336-3489



Instructions to Bidders

Explanations to Bidders

Any explanation desired by a Contractor regarding the meaning or interpretation of the advertisement for bids, drawings, specifications, etc., must be requested in writing to the Rehabilitation Specialist with sufficient time allowed for a reply to each Contractor before the submission of their bids. Any interpretation made will be in the form of an addendum to the invitation for bids, drawings, specifications, etc., and will be furnished to all prospective Contractors. The Contractor must acknowledge any revision to the bid documents in the space provided on the bid form and it must be submitted with their bid package.

Preparation of Bids

Bids shall be submitted on the forms furnished, or copies thereof, and must be manually signed. If erasures or other changes appear on the forms, the person signing the bids must initial each erasure or change

- The Contractor's Bid Proposal must be properly executed and submitted on the form provided. Bids by Contractors must be received by the Rehabilitation Specialist at the time and place specified on the "Invitation to Bid"
- No bid will be considered unless all individual work items on the Bid Form including any addendums are priced. The sum of all work items must equal to the Total Bid Amount.
- Unless called for, alternate bids will not be considered
- Modification of bids already submitted will be considered if received at the office designated in the invitation for bids by the time set for opening of bids

Submittal of Bids

- Sealed bids will be submitted to the Safe Home Program Office as directed in the invitation to bid prior to or at the appointed bid opening time
- Bid will be time stamped on the date of delivery
- Each bid must be submitted in a sealed envelope bearing on the outside the name of the Contractor, the name of the project for which the bid is submitted, and the date and time of the bid opening
- All bids submitted must be typed or written in ink and signed by the Contractor's designated representative



SAFE HOME
CITY OF CHARLOTTE
NEIGHBORHOOD & BUSINESS SERVICES

- Failure to include all forms may result in rejection of a bid
- Required Bid Package Forms:
 - Scope of Work
 - Addenda Acknowledgement
 - Itemized Work Sheet
 - Subcontractor Certifications (if applicable)

NEIGHBORHOOD & BUSINESS
SERVICES

<http://housing.charlottenc.gov> | 600 E. Trade Street | Charlotte, NC

Work Specification

Prepared By:
City of Charlotte Housing & Neighborhood Services
600 E. Trade Street
Charlotte, NC 28202
(704) 336-7600

Property Details

Address: 2329 Thornton Rd
 Charlotte, NC 28208

Owner: Francedia Miller

Owner Phone: Home: (704) 391-2009

Structure Type: Single Unit

Program(s): Lead Safe

Square Feet: 1174

Tested- NO LEAD

Year Built: 1962

Safe Home FY 2017

Property Value: 68800

Safe Home FY 2018

Tax Parcel: 0611308

LeadSafe 2016

Census Tract:

Property Zone: Council District 3

Repairs

Description

Floor

Room

Exterior

Dumpster

GENERAL REQUIREMENTS

Exterior

After procuring all required permits, place AS MANY roll-off dumpsters as needed without damaging the site. Collect construction debris using dust control methods. Remove dumpster and repair any evidence of the dumpsters use. Contractor may haul debris away daily using dump trailers.

Bid Cost: _____ X _____ = _____
 Base Quantity Total Cost

Portable Toilet

GENERAL REQUIREMENTS

Exterior

Provide temporary toilet facilities from job start until approval of permanent facilities.

Bid Cost: _____ X _____ = _____
 Base Quantity Total Cost

Work Specification

Tear Off & Reroof Shingles

EXTERIOR

Exterior

Remove and dispose of existing roofing, inspect and repair roof deck (include 192 sq.ft. of decking replacement in bid) and install new 30 year architectural shingles. Include ice and water shield at all roof edges, felt paper, shingle over ridge vent, boots, flashing and all necessary accessories. (13.3)



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Vinyl Soffit & Aluminum Facia

EXTERIOR

Exterior

Install vented vinyl soffit to roof edges, ensuring existing soffit is opened up to allow attic ventilation. Install solid vinyl soffit to all gable overhangs. Wrap all facia and wood trim with PVC coated aluminum coil stock. (11.4)



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Install Handrails - REAR

EXTERIOR

Exterior

Install code approved handrails.
Also, re-point all loose bricks. No chalky concrete residue to remain on bricks.



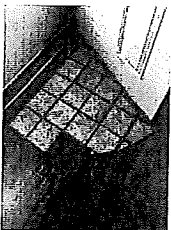
Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Resilient Flooring

LIVING ROOM

Exterior

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Floor System Repair

KITCHEN

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated wall studs, plates, girder band joists and insulating floor to code.

Bid Cost: X =
 Base Quantity Total Cost

Ceiling Repair

KITCHEN

Repair ceiling finish. Replace any large areas's of drywall required- match ceiling texture, paint all. Patch drywall or plaster holes in ceiling greater than one inch. All others use an adhesive mesh and mud over mesh with the appropriate material. Wet sand and smooth.



Bid Cost: X =
 Base Quantity Total Cost

Prep & Paint Room Semi Gloss

KITCHEN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)



Bid Cost: X =
 Base Quantity Total Cost

Cabinets Base

KITCHEN

Replace base cabinets. Cabinets to be constructed of solid maple and plywood. No particle board allowed. See contractor's manual guidelines & specifications for full requirements. Repair any Upper cabinets which are in need of correction



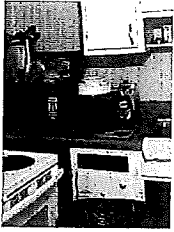
Bid Cost: X =
 Base Quantity Total Cost

Work Specification

Counter Tops Replace

KITCHEN

Screw to base cabinet a square edged plastic laminate counter top. Provide end-caps and cutout for sink. Caulk counter top to adjoining walls with low VOC caulking to match wall color. Owner's choice of in-stock color and texture. (32.10)



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Double Bowl Sink Complete

KITCHEN

Install a 18 gauge 33" x 22" x 9" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip-free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

GFCI Receptacle 20 AMP

KITCHEN

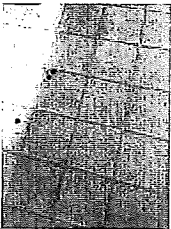
Install a flush mounted, ground fault circuit interrupted, duplex receptacle and cover plate. Fish wire and repair all tear out as needed.

Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Resilient Flooring

KITCHEN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Prep & Paint Room Semi Gloss

LAUNDRY / UTILITY

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Resilient Flooring

LAUNDRY / UTILITY

Install 25 year warranted resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Prep & Paint Room Semi Gloss

HALL

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Floor System Repair

BATHROOM - MAIN

Remove all fixtures not built in. Dispose of floor assembly. Install 2"x 10" joists hung 16" on center, 3/4" subfloor. Include replacing all deteriorated band joists and insulating floor to code.



Bid Cost: $\frac{\text{Base}}{\text{Quantity}} \times = \text{Total Cost}$

Work Specification

Vanity/ Counter Top/ Sink/ Replace Complete

BATHROOM - MAIN

Install new vanity cabinet complete with counter top of laminate with vitreous china sink or marble-lite top with preformed sink. Include single handled metal faucet with drain and pop-up , P- trap, supply lines, full port ball type shut-off valves & escutcheon plates.



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Drywall Entire Room

BATHROOM - MAIN

Remove all gypsum, paneling, lathe and plaster or miscellaneous wall coverings to expose framing. Add insulation as required by code. Glue, nail and screw new drywall. Apply tape and 3 coats of joint compound to achieve a professional finish. Wet sand ready for paint. (Also 26.0 - Plaster)



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Resilient Flooring

BATHROOM - MAIN

Install 25 year warrantied resilient floor covering per manufacturer's specifications. Include transitions and painted or stained wood quarter-round at all perimeters to complete installation.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Prep & Paint Room Semi Gloss

BATHROOM - MAIN

Remove or cover hardware and accessories not to be painted. Scrape loose, peeling, cracked and blistered areas. Clean oil, grease, fungus, dirt, and dust from surfaces. Fill holes and cracks. Prime all new materials and spot prime existing with acrylic latex. Top coat with owner's choice of low VOC acrylic SEMI-GLOSS latex. Replace or uncover hardware, fixtures and accessories. Any moving of furniture required shall be included. (33.27)



Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Water heater 40 Gallon Gas

Remove existing water heater and all obsolete or deteriorated flue piping and gas line and dispose of properly.

Install an insulated 40 gallon, glass lined, high recovery gas water heater with a 10 year warranty and an Energy Factor of .61 or greater.

Installation includes PRV valve and extension, drain pan with drain to the exterior, expansion tank, and new gas line and flue piping through the roof as necessary to meet the requirements of the Construction Specifications and all relevant NC Codes.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Prep & Paint Exterior Surfaces - EXTERIOR

Prep and paint all exterior painted surfaces. Properly dispose all loose materials. Secure or replace all loose, broken, rotted or deteriorated materials. Caulk and fill all cracks, voids, holes, etc. prior to applying 25-year or better Low VOC paint. Owners choice of color. All work to be done in a neat & professional manner. Use care to protect all surfaces not intended for paint coverage.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Vinyl Window

Dispose of window units and any security bars. Field measure, order and install new Energy Star rated vinyl, double glazed LOW- E windows including half screens. Insulate rough opening. Install new extension jambs, casing and sill as needed, prime and paint. Exterior trim to be wrapped in PVC coated aluminum coil as needed. Repair all areas disturbed by removal and installation. This installation is to include repairing any damaged header, framing (to include king studs, jack studs etc.) sub-floor, floor joists, band joists and sill.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Sliding Glass Patio Door

Remove and dispose of existing door, frame and threshold. Install new Energy Star rated pre-hung exterior vinyl siding patio door with screen and locking hardware. Insulate cavity. New casing and shoe molding will match existing. This installation is to include repairing any damaged header, door framing, wall framing, sub-floor, floor joists, band joists, and sill.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Double Bowl Sink Complete

Install a 18 gauge 33" x 22" x 8" double bowl, stainless steel, self rimming kitchen sink including a single handle metal body faucet, rated at 2.0 GPM or less, with a 15 year drip- free warranty, P-trap, supply lines, full port ball type shut-off valves & escutcheon plates on all supply & drain lines. No copper compression fittings.

Bid Cost: _____ X _____ = _____
Base Quantity Total Cost

Work Specification

Certification

Contractor Name: _____

Total Cost: _____

Signature: _____

Date: _____